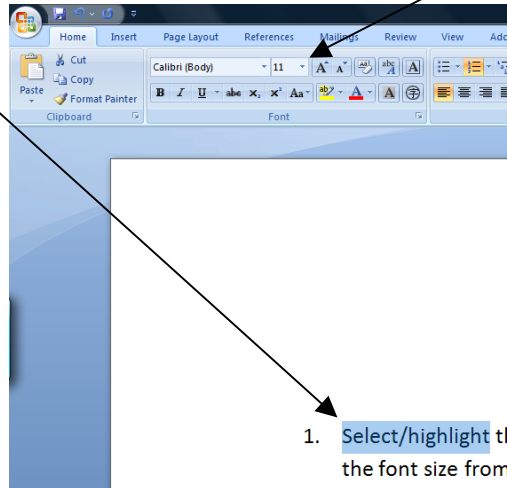
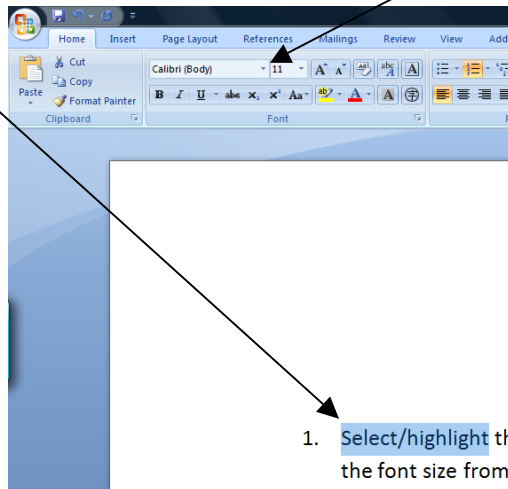


How to FORMAT FONTS in Word 2007

1. Select/highlight the text you want to format, then click on the 'Font Size' arrow and choose the font size from the drop down list.



2. Select/highlight the text you want to format, then click on the 'Font' arrow and choose the font style from the drop down list.



3. Select/highlight the text, then click on the 'Font Color' icon arrow.

